

BOARD MEMO

Date: February 16, 2023
For ACTION ___
For INFORMATION x
Board Agenda: Yes x
No ___

FROM: Matt Smith, Policy Services Consultant
THROUGH: Melanie Kay-Wyatt Ed.D., Acting Superintendent of Schools
TO: The Honorable Meagan L. Alderton, Chair, and
Members of the Alexandria City School Board
TOPIC: Proposed Revisions to Policies

ACPS 2025 STRATEGIC PLAN GOAL:

- Goal 1: Systemic Alignment
- Goal 2: Instructional Excellence
- Goal 3: Student Accessibility and Support
- Goal 4: Strategic Resource Allocation
- Goal 5: Family and Community Engagement

FY 2023 BUDGET PRIORITY:

Implementation of the 2025 Strategic Plan

SUMMARY:

As part of the Board’s continuing Equity Audit of School Board Policies, changes to the Code of Virginia, the requirement that policies are reviewed every 5 years, and policies and regulations that have been identified for revisions, staff are proposing the revision of five policies and regulations. Summaries of the revision, including links to code changes where appropriate, are below. All policies and regulations receive the standard changes listed below. Red-line changes and additional comments are in the draft policies.

Standard Changes:

- Remove gender-affirming terms
- Replace parent with parent/guardian
- Reduce the use of ‘shall’ per VSBA model policy changes
- Add breadcrumbs to other policies
- Reword and reform to improve readability
- Align content with VSBA model policies and the Code of Virginia
- Use abbreviations consistently
- Add line numbers

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REVISION SUMMARIES:

BDDG - Minutes

- Policy language regarding posting minutes within 7 days of approval added to reflect enactment of Va. Code § 2.2-3707.2 by [HB 150](#)
 - **Virginia Freedom of Information Act; posting of minutes; local public bodies.** Requires, with certain exceptions outlined in the bill, any local public body subject to the provisions of the Virginia Freedom of Information Act to post meeting minutes on its official public government website, if any, within seven working days of final approval of the minutes. The bill provides that if a local public body does not own or maintain an official public government website, it shall make copies of all meeting minutes available no later than seven working days after the conclusion of a meeting at a prominent public location in which meeting notices are regularly posted, at the office of the clerk of the public body, or, in the case of a public body that has no clerk, at the office of the chief administrator.
- Policy language changing “recorded” to “taken” based on amendment to Va. Code § 2.2-3707 by [HB 444](#) which has a delayed effective date of September 1, 2022.
 - **Virginia Freedom of Information Act; meetings conducted through electronic communication means.** Amends existing provisions concerning electronic meetings by keeping the provisions for electronic meetings held in response to declared states of emergency, repealing the provisions that are specific to regional and state public bodies, and allowing certain public bodies to conduct all-virtual public meetings where all of the members who participate do so remotely and that the public may access through electronic communications means. The bill excepts local governing bodies, local school boards, planning commissions, architectural review boards, zoning appeals boards, and any board with the authority to deny, revoke, or suspend a professional or occupational license from the provisions that allow public bodies to conduct all-virtual public meetings. Definitions, procedural requirements, and limitations for all-virtual public meetings are set forth in the bill, along with technical amendments. The bill has a delayed effective date of September 1, 2022.

BHB - School Board Member In-Service Activities

- 5-year review
- Reorganized to align with the VSBA model policy
- Clarified that board members may attend one national convention per term.

CBCA - Disclosure Statement Required for Superintendent

- 5-year review
- Policy updated to align with the VSBA model policy and the Code of Virginia
- Standard Changes
- Added a clause that requires the Superintendent to promptly inform the Board Chair of personal interest or other changes that will require disclosure with the next filing.

IE - Minute of Silence

- 5-year review
- VSBA model policy alignment
- Added equitable practices
- Updated to reflect requirements of Legal Reference

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IEA - Pledge of Allegiance

- 5-year review
- Standard changes
- Alignment with the VSBA Model Policy
- Addition of more equitable practices

BACKGROUND:

As part of the standard ACPS policy revision process, these policies have been:

- Reviewed for code changes and alignment with the VSBA model policies
- Reviewed for equity
- Reviewed by staff members whose work is closely related to the policy and/or regulation
- Reviewed by the Senior Leadership Team
- Reviewed by the School Board Policy Subcommittee

RECOMMENDATION:

The Superintendent recommends that the School Board review the policies and regulations.

IMPACT:

By auditing policies for equity, code compliance, and appropriate governance the School Board ensures that ACPS has high-quality policies.

ATTACHMENTS:

- 230216_BDDG_Minutes.pdf
- 230216_BHB_SB_Member_In-Service_Activities.pdf
- 230216_CBCA_Disclosure_Statement_Required_for_Superintendent.pdf
- 230216_IE_Minute_of_Silence.pdf
- 230216_IEA_Pledge_of_Allegiance.pdf

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